

## **WOODBURN PLANNING COMMISSION MEETING MINUTES**

### **July 22, 2010**

**CONVENED:** The Planning Commission met in a regular session, followed by a workshop, at 7:00 p.m. in the City Hall Council Chambers with Chairperson Bandelow presiding.

#### **ROLL CALL:**

<b>Chairperson</b>	<b>Bandelow</b>	<b>Present</b>
<b>Commissioner</b>	<b>Gregorieff</b>	<b>Present</b>
<b>Commissioner</b>	<b>Hutchison</b>	<b>Present – Arrived 7:10pm</b>
<b>Vice-Chairperson</b>	<b>Jennings</b>	<b>Present</b>
<b>Commissioner</b>	<b>Kenagy</b>	<b>Present</b>
<b>Commissioner</b>	<b>Piper</b>	<b>Present</b>

#### **Staff Present**

Jim Hendryx, Director of Economic and Development Services  
Don Dolenc, Associate Planner  
Jon Stewart, Assistant City Attorney

#### **Minutes**

- A. Woodburn Planning Commission Meeting Minutes of June 24, 2010

Commissioner Jennings moved to accept the minutes as written, and Commissioner Kenagy seconded the motion, the motion carried unanimously.

#### **Business From The Audience**

There was none.

#### **Communication**

There was none.

#### **Public Hearing**

- A. Zone Change ZC 2010-01, expanding the Neighborhood Conservation Overlay District (NCOD). Chairperson Bandelow outlined the hearing procedure for consideration of a Type IV Legislative Amendment.

Associate Planner Don Dolenc provided a staff report outlining the request to expand the Neighborhood Conservation District west and south of the current boundary. Commissioners asked clarifying questions on the underlying intent of the NCOD, the housing age within the expansion area, and the design standards for the NCOD. There was general discussion among the Commission about the NCOD and its goals.

Chairperson Bandelow asked for public comments.

Durrell Crays, 167 N Settlemier, Woodburn, Oregon, who represents the Historic Woodburn Neighborhoods Association, presented testimony in support of the proposed expansion to the NCOD, describing the Association's efforts to gather petitions from all property owners impacted by the proposal. Crays answered the Commissioners' questions about the age of homes within the expansion area and also explained the benefits of protecting the architectural integrity of the neighborhood and expansion area.

Mary Berlin, 167 N Settlemier, Woodburn, Oregon, a member of the Historic Woodburn Neighborhoods Association, spoke to the Commission about the effort that went into gathering petitions of support for the expansion of the NCOD. Berlin answered the Commissioners' questions about specific properties and whether the petitioners understood the requirements of the NCOD. Berlin assured the Commission that petitioners were provided with the opportunity to review NCOD standards.

Chairperson Bandelow closed the public hearing. Commissioners discussed the merits of the request to expand the NCOD. They also talked about including newer homes (constructed in the 60's & 70's) within the district. Commissioner Jennings moved to recommend that the City Council approve ZC 2010-01, and Commissioner Kenagy seconded the motion. The motion passed 5 to 1 with Commissioner Hutchison voting in opposition to the motion.

#### Oregon Department of Transportation – Transportation Enhancement Grant

Economic and Development Services Director Jim Hendryx provided information about an Oregon Department of Transportation grant application the City is making for an esplanade between Cleveland and Lincoln streets, on the east side of the rail road tracks. Hendryx asked for Planning Commission support of the grant application. The Commissioners discussed the merits of the application and asked to have the fencing/wall design return for their input. Commissioners Piper and Jennings moved to support the ODOT grant application, and the motion passed with Commissioner Kenagy voting in opposition. The Chair was authorized to sign a letter in support of the grant application.

Chairperson Bandelow announced that the Commission would go into a workshop to discuss the proposed sign standard revisions and invited people in the audience to stay through the workshop.

Hendryx presented a brief overview of the sign review process leading up to the Commission's present workshop, outlining all the changes recommended by the Commission. There was considerable discussion about freeway-oriented signs, as well as signage for the Woodburn Company Stores. The Commission recommended that the proposed standards be amended to allow sites with street frontages in excess of 1200 feet to have pole signs up to 850 square feet in size. The Commission also asked staff to evaluate temporary signage requirements, recognizing that commercial real estate signs typically exceed the size and time limits proposed in the draft text. Staff will return with revised text. Commissioner Jennings stated that the Commission should proceed to public hearings on the proposed amendments, and that the written sign text represents their recommendations throughout the workshop meetings held to date. There was consensus to proceed to public hearings.

#### Adjournment

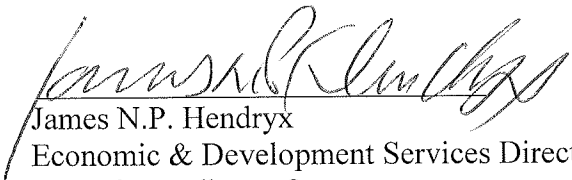
Chairperson Bandelow asked for a motion to adjourn the meeting. Commissioner Jennings moved to adjourn and Kenagy seconded the motion, and the meeting was adjourned at 8:40pm.

APPROVED

  
Ellen Bandelow, CHAIRPERSON

08/10/10  
Date

ATTEST

  
James N.P. Hendryx  
Economic & Development Services Director  
City of Woodburn, Oregon

08/06/10  
Date